

## **CERTIFIED INTERIOR DESIGNERS SECTION MEETING**

### **MINUTES**

The Certified Interior Designers Section of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on February 13, 2003, at the Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia, with the following members present

Susan S Orange  
Carole R Renmark

Staff present for all or part of the meeting were

Mark N Courtney, Assistant Director  
Marian H Brooks, Regulatory Board Administrator  
Trisha L Henshaw, Administrative Assistant

No representative from the Office of the Attorney General was present

Finding a quorum of the Section present, Ms Orange called the meeting to order at 9 05 a m

**Call to Order**

Ms Renmark moved to approve the agenda as written Ms Orange seconded the motion which was unanimously approved by members Orange and Renmark

**Approval of  
Agenda**

Ms Renmark moved to approve the minutes from the August 15, 2002, Section meeting as written Ms Orange seconded the motion which was unanimously approved by members Orange and Renmark

**Approval of  
Minutes**

Duncan Abernathy, representative of the Virginia Society of the American Institute of Architects, spoke to the Section members regarding the Board's authority versus the authority of a Section of the Board Mr Abernathy stated that § 54 1-404 of the - - empowers the Board to adopt regulations but does not appear to prohibit the Board from delegating that power to its Sections Mr Abernathy stated that the power of the Board lies in its Sections, because each Section knows its profession best and is most able to determine who does or does not meet the requirements for certification and/or licensure Mr Abernathy stated that he is against actions that would take any authority away from the Sections in order to give it to the Board, and would support a legislative change

**Public Comment**

that would ensure that authority to regulate its profession stays with the Sections

The Section members discussed a memorandum from Mr Courtney regarding questions that have arisen pertaining to regulants who have received permission to modify drawings of another professional and whether the regulants who are making the modifications are to take responsibility for the entire drawing or only the modified portion of the drawing Mr Courtney stated that this issue was originally discussed at the APELSCIDLA Board meeting on December 11, 2002, however, the Board asked that each Section review the letter so that a consensus could be reached for the APELSCIDLA Board meeting scheduled for March 12, 2003 Mr Courtney also informed the Section members that this issue has been reviewed by the other Sections of the Board and provided the Section members with a synopsis of their comments After discussion, the Section members agreed that each situation should be reviewed on a case-by-case basis, and supported the idea of developing a list of factors to consider when reviewing situations related to this matter

Discussion  
Regarding  
Regulation 18  
VAC 10-20-  
740.D and E

Sandi Munari, Certified Interior Designer, spoke to the Section members regarding the proposed definition of "registered design professional" being considered by the Virginia Department of Housing and Community Development for the Virginia Uniform Statewide Building Code Ms Munari stated that she is in support of the definition as proposed by the APELSCIDLA Board at its December 13, 2001, Board meeting, which states

Public Comment  
Period

"An individual who is regulated by the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects to practice their respective design profession as defined by the Code of Virginia "

The Section members also discussed a letter from Mr Abernathy of the VSAIA regarding businesses performing non-certified services, as well as a draft response to Mr Abernathy's letter Mr Courtney stated that this issue was originally discussed at the APELSCIDLA Board meeting on December 11, 2002, however, the Board asked that each Section review the letters so that a consensus could be reached for the APELSCIDLA Board meeting scheduled for March 12, 2003 By consensus, the Section members agreed with the contents of the letter after the removal of the two sentences referring to incidental work

Discussion of  
Letter  
Regarding  
Businesses  
Performing Non-  
Certified  
Services

The Section members were provided with information from Mr Courtney regarding the review of disciplinary and application files at Section meetings Mr Courtney indicated that due to Enforcement issues related to scheduling Informal Fact-Finding Conferences, budget constraints, and statutory requirements, the Sections of the Board need to consider eliminating review of disciplinary and application files at the Section meetings The Section members expressed concern with the burden placed on the applicants/regulants by having to attend multiple meetings, as well as concerns regarding the requirements of the Administrative Processes Act After discussion, the Section members stated that they would agree with having these files bypass the Sections

**Discussion of  
Processing of  
Disciplinary and  
Application Files**

The Section members reviewed the draft regulations prepared by the Regulatory Review Committee Mr Courtney apprised the Section members of several of the major changes to the regulations being considered After reviewing various parts of the draft regulations, the Section members agreed by consensus to review the draft in further detail in order to provide additional comments at their next Section meeting

**Review of**

**Review**

The Section meeting recessed for break from 10 12 a m to 10 17 a m

**Break**

The Section members were provided with information from the National Council of Interior Design Qualification (NCIDQ) This information included a memorandum requesting confirmation of a delegate and an alternate delegate to act on matters at the annual meetings After discussion, the Section members agreed by consensus to confirm Ms Renmark as the delegate and Ms Orange as the alternate delegate

**Review  
Information  
from NCIDQ**

The Section members were also provided with the most recent examination statistics from NCIDQ

Mr Courtney discussed Senate Bill 879 regarding the registration of professional business entities Mr Courtney indicated that the Department was initially concerned with the language contained in the bill, however, the bill has since been amended and appears to be agreeable to the Department

**Other Business**

Mr Courtney also discussed a resource guide that is being prepared by staff for use by building officials, the public, and regulants The resource guide will provide users with general information relevant to the professions regulated by the Board

The Section members were also provided with a letter from the Foundation for Interior Design Education Research (FIDER) regarding

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Regulations  
from Regulatory  
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accredited interior design programs FIDER announced that beginning in 2004, all interior design programs wishing to be considered for accreditation by FIDER must lead to the awarding of a four-year baccalaureate degree

The Section members were also informed that in November 2002, staff sent a letter to the Executive Director of FIDER that requested a historical listing of programs accredited by FIDER since its inception Mr Courtney stated that as of this date he has not received a response and a follow-up letter was sent on February 7, 2003

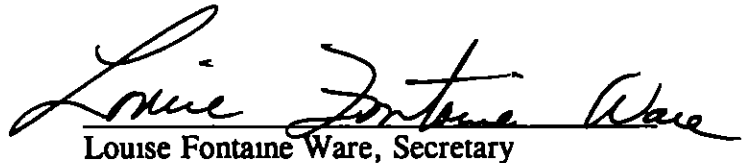
Conflict of Interest forms were completed by all members present

Conflict of  
Interest Forms

There being no further business, the meeting was adjourned at 11 26 a m

Adjourn

  
Susan S. Orange, Chair

  
Louise Fontaine Ware, Secretary

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Custodian of Records